

**Subject:** Re: CPRA request (CD2.2019.07.16.a)  
**From:** Mehrin Rahman <Mehrin.Rahman@lacity.org>  
**Date:** 7/30/19, 3:01 PM  
**To:** [REDACTED]  
**CC:** Karo Torossian <karo.torossian@lacity.org>

Thank you for your reply, [REDACTED]  
In order to complete a thorough search of our records, we will need additional time, not to exceed 14 days, to provide a response to your request.

Thank you again,  
Mehrin

On Mon, Jul 29, 2019 at 8:07 AM [REDACTED] <[REDACTED]> wrote:  
Good morning, CD2.

By now you should have searched for the requested material and used the results of the search to come up with an estimated date of production. A response containing a statement that you do or do not have responsive records along with this fact-based estimate of production date is required by law within 10 days.

Alternatively you could state that, due to one of the few statutorily allowed reasons, you're going to need more time, but no more than 14 days, to produce such a response. "As [your] office reviews the contents of the request" is not in fact one of those allowed reasons. Please consult with the City Attorney regarding the elements required in an initial response to a CPRA request.

Looking forward to your statutorily compliant response, CD2.

Thanks,  
[REDACTED]

On Mon, Jul 29, 2019, at 8:00 AM, Mehrin Rahman wrote:

Hello,

This is to acknowledge that we have received your request.

As our office reviews the contents of the request, we will need additional